

BY ORDER OF THE COMMANDER



**FAIRCHILD AIR FORCE BASE
INSTRUCTION 47-101**

3 JANUARY 2001

Dental Service

BASE DENTAL SERVICES

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction designates responsibilities and procedures required to provide preventive and comprehensive dental care at the base dental clinic to all categories of beneficiaries.

SUMMARY OF REVISIONS

Para **1.2.2.** changed Dental Classifications to Dental Readiness Classifications, para **2.1.**, changed to reflect priority of care IAW AFI 47-101, para **2.3.3.**, **6.2.**, changed Extended Hours Clinic to Family Health Center, para **6.2.** added fluoride treatment and sealants, **Attachment 1** corrected reference.

1. Responsibilities.

1.1. Chief, Dental Services:

- 1.1.1. Manages base dental services and advises Director Base Medical Services and HQ AMC/SGD on all base dental activities.
- 1.1.2. Is accountable for dental programs, prioritizing access to care, and proper documentation.
- 1.1.3. Interacts with 92 ARW units and base associates to support mission requirements.

1.2. Dental Services:

- 1.2.1. Implements and maintains comprehensive dental programs.
- 1.2.2. Conducts the Air Force Dental Readiness Assurance Program (AFDRAP) to ensure a high level of Air Force personnel readiness. At a minimum the following activities are included: Periodic Dental Examination (PDE), Dental Readiness Classifications (**Attachment 1**), Dental Readiness Class 3 and Class 4 monitoring, Dental Clearance Programs, Monitoring Availability/Access to Care.

1.3. Unit Commanders:

1.3.1. Will ensure their personnel comply with this instruction. They will appoint unit Periodic Dental Examination (PDE) monitors and help to conserve Air Force resources by reducing the number of canceled and broken appointments to the lowest possible level.

1.3.2. Are responsible for ensuring deployed personnel are eligible and qualified for deployment. This includes ensuring they are in good physical and medical condition (medical and dental). Personnel in dental readiness classification 3 are not worldwide qualified. Personnel in dental readiness classification 4 require an examination to determine appropriate dental classification (1, 2, or 3).

2. Priority and Procedures for Receiving Dental Care:

2.1. Priority Order for Dental Care: IAW AFI 47-101, Managing Air Force Dental Services, para 6.2.

2.2. Procedures for Receiving Routine Dental Care.

2.2.1. Active duty personnel.

2.2.1.1. PDE: An appointment for a dental examination will be made for all assigned or attached active duty personnel identified on the Dental Classification Information Management System (DCIMS) roster. These appointments will be made for the active duty members by their organization. The organization will in turn notify the member of the appointments, as governed by AFM 30-130, Volume 1.

2.2.1.2. Personnel may request dental care by reporting to the dental clinic, Bldg 9008, or by calling 247-5829 on normal duty days between the hours of 0730 and 1630.

2.2.2. Family members of active duty personnel, retirees and their family members are authorized care for true dental emergencies, and space-available or standby care IAW DoD (HA) Policy 97-045.

2.3. Emergency Dental Care: Emergency dental treatment is care needed to relieve severe pain, control bleeding, and manage acute infections or injuries to the oral-facial structures.

2.3.1. During normal duty hours, dental sick call is scheduled at 0730 and 1230 hours.

2.3.2. True emergencies, as defined above, may also be seen on a walk-in basis.

2.3.3. A dental officer of the day (DOD) will be on call from 1630-0730 during weekdays, and 24 hrs on weekends and holidays. Acute emergency patients may report to the Family Health Center (FHC) during operating hours or may contact the FHC via telephone. During hours of closure the DOD will be notified by FHC personnel when patients contact the FHC (via telephone) with a dental emergency. The DOD will then contact the patient, determine need for emergency treatment, and establish time for patient to arrive at the dental clinic.

2.3.4. The DOD may be contacted to assist in deployment of 92 ARW personnel. After-hours dental requirements may include examinations, radiographs, sick-call, and review of dental health records.

3. Appointment Procedures And Policies.

3.1. Identification. All persons who report for dental care must have a current US Armed Forces Identification Card. Minor dependents (under the age of 18 years) normally must be accompanied by a

parent or legal guardian. A child 13 years of age or older may be seen (without the parent or guardian) if the parent or guardian has discussed the proposed treatment with a dental officer and they have signed the dental history and authorization forms.

3.2. Routine Treatment. Routine treatment is normally accomplished by appointment only.

3.3. Appointments. Appointments may be made by phone or in person.

3.4. In Person Appointments. All patients making appointments in person will receive a copy of AF Form 490, Medical/Dental Appointments, showing the date and time of the appointment(s). Another copy of the form will be filed in the patients dental health record. Active duty patients will notify their organization of dental appointments according to the policies of the organization.

3.5. Canceling Appointments.

3.5.1. A dental appointment is regarded as a mandatory military formation and should be canceled only when absolutely necessary. Dental appointments that cannot be kept by an individual must be canceled 24 hours in advance in person or by telephone to avoid becoming a broken appointment.

3.5.2. Dental Readiness Class 3 patients may reschedule appointments only with the approval of their supervisor, flight chief, first sergeant, or commander.

3.5.3. The base dental clinic may reschedule appointments, as necessary, to meet mission requirements.

3.6. Broken Appointments.

3.6.1. An appointment is considered broken due to failure to appear at the appointed time for reasons other than urgent mission related duties, acute illnesses, and failure to cancel in advance.

3.6.2. The dental service will advise the patient's unit commander or supervisor of broken appointments.

4. Medical/Dental Clearance

4.1. Deployed Personnel. Base dental services will screen dental records of deploying personnel to ensure they are worldwide qualified and have no physical conditions that may be aggravated by the TDY. Base members will not deploy with dental records.

4.2. Active Duty. All active duty Air Force members projected to PCS to an overseas, remote or GSU must receive a dental clearance. The MPF and dental facility will complete procedures IAW AFI 36-2102.

5. The Fairchild Afb Preventive Dentistry Program.

5.1. Chief, Dental Services. The Chief, Dental Services will appoint a dental officer as the Fairchild AFB Preventive Dentistry Officer. The Preventive Dentistry Officer will plan, organize, and implement the Fairchild AFB portion of the USAF Preventive Dentistry Program IAW AFI 47-101, Managing Air Force Dental Services.

5.2. Clinical Activities. Clinical activities include periodic dental examinations, preventive dentistry education, dental cleaning, fluoride treatment, sealants, and construction of mouthguards.

5.3. Community Health Activities. Community health activities include education of the base community through informative displays/handouts, TV broadcasts, newspaper articles, and group presentations. Fluoridation of the base water supply and the availability of home care aids in the commissary and Base Exchange are also monitored. Oral health programs are also promoted at the base elementary school and Child Development Center, and during National Children's Dental Health Month in February.

6. Postmortem Dental Identification.

6.1. Postmortem Dental Identification. Dental Officers will provide dental identification of human remains as required.

6.2. Contact of Dental Personnel. During normal duty hours, contact the Chief, Dental Services. After normal duty hours, contact the DOD via the 92d Medical Group FHC.

YOSHIO SMITH, Colonel, USAF
Vice Commander

ATTACHMENT 1

US AIR FORCE DENTAL CLASSIFICATIONS

(Reference AFI 47-101, <u>Managing Air Force Dental Services</u> , Attachment 9, 5 May 1999)
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A1.1. Class 1. Patients do not require dental treatment or reevaluation within 12 months.

A1.2. Class 2. Patients who have oral conditions that the examining dentist does not expect to result in dental emergencies within 12 months if not treated.

A1.3. Class 3. Patients who have oral conditions that the examining dentist expects to result in dental emergencies within 12 months if not treated. Not worldwide qualified until Class 3 condition treated.

A1.4. Class 4. Patients who require dental examinations. Designate patients as class 4 who require annual or periodic dental examinations or whose dental classifications are unknown. Not worldwide qualified until dental condition is known.